

**Headquarters  
United States Army, Europe and Seventh Army  
Unit 29351  
APO AE 09014**

**USAREUR Supplement 1 to AR 614-30**

## **Assignments, Details and Transfers**

### **Overseas Service**

**Summary.** This supplement prescribes policy and procedures for overseas service in United States Army, Europe and 7th Army..

**Applicability.** This supplement applies to all soldiers assigned to U.S. Army, Europe and 7th Army and to soldiers who receive personnel service support from 1st Personnel Command.

**Supplementation.** Commanders will not supplement this supplement without Commander in Chief, USAREUR, ATTN: AEAGA, approval.

**Forms.** This supplement prescribes DA Form 4187. Only -R forms may be reproduced locally. Other forms will not be reproduced; they will be ordered by the unit publications officer from the United States Army Printing and Publications Center, Europe, or as stated in the prescribing directive.

**Suggested Improvements.** The proponent of this supplement is AEUPE-EPMD-M-MA, DSN 379-6236. Users may send suggestions to improve this supplement on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander in Chief, USAREUR, ATTN: AEAXX, Unit 29351, APO AE 09014

**Distribution.** Command level A.

AR 614-30, 1 May 1997, is supplemented as follows:

**Page ii, Contents.** Add appendix G, No-Cost Move Locations.

**Page 2.** Add paragraph 2-4.

**2-4.** Commanders of USAREUR/7A units.

a. USAREUR/7A Major Commands (UMC) as defined in USAREUR/7A Cir 614-3 will.

(1). Disapprove, or recommend approval of, Foreign Service Tour Extensions (FSTE), curtailment of Foreign Service Tours (FST), cancellations of FSTE, In Place Consecutive Overseas Tours (IPCOT), and cancellation of IPCOT.

(2). Recommend approval or disapproval of requests for Intra-Theater Consecutive Overseas Tours (ITT/COT)

(3). Enforce the guidelines for processing FST actions contained in AR 614-30 and this supplement.

(4). Enter FST actions into the USAREUR Personnel Data Base (UPDB) in accordance with procedural guidance disseminated by 1st PERSCOM.

b. Commanders of USAREUR units subordinate to UMC.

(1). Disapprove, or recommend approval of, FSTE, curtailment of FST, cancellations of FSTE, and cancellation of IPCOT.

(2). Recommend approval or disapproval of requests for ITT/COT

(3). Enforce the guidelines for processing FST actions contained in AR 614-30 and this supplement.

c. Commanders of Battalions and Separate Companies.

(1). Disapprove, or recommend approval of, FSTE, curtailment of FST, cancellations of FSTE, and cancellation of IPCOT.

(2). Recommend approval or disapproval of requests for Intra-Theater Consecutive Overseas Tours (ITT/COT)

(3). Enforce the guidelines for processing foreign service tour actions contained in AR 614-30 and this supplement.

**Page 16, paragraph 4.1, Consecutive overseas tours, low cost moves, tours affected by families. Add subparagraph n and o.**

n. Each request for ITT/COT must include a properly completed DA Form 7246-R (EFMP Screening Questionnaire) and a DA Form 5888-R (Family Member Deployment Screening Sheet). EFMP screening must be accomplished IAW AR 608-75 not more than 90 days prior to submission of the ITT/COT request.

o. Requests for IPCOT or ITT/COT, must be received by 1st Personnel Command with a minimum of 90 days prior to the soldier's DEROS. This is to insure sufficient processing time so that soldiers do not stay in USAREUR past their original DEROS. Exceptions to this policy will be considered in emergency situations only.

**Page 15, paragraph, 4-1, Consecutive overseas tour. Add subparagraphs n, o, and p.**

n. Authority to approve ITT/COT and IPCOT requests is restricted to 1st PERSCOM/DA PERSCOM.

o. Authority to disapprove IPCOT is delegated to the lowest level of the chain of command.

p. Authority to disapprove ITT/COT is restricted to 1st PERSCOM. Commanders forward requests for ITT/COT through command channels.

**Page 16, paragraph 4-2, Low cost move policy. Add subparagraph g.**

g. Authority to approve all low cost and full cost moves is restricted to 1st PERSCOM.

**Page 17. Add paragraph 4-5.**

**4-5. No cost move policy.**

a. A no cost move is defined as a reassignment which does not entitle the soldier shipment of household goods or movement of family members at Government expense in accordance with the Joint Federal Travel Regulation (JTFR) and has total JTFR entitlements of less than \$25.00 (twenty five dollars). Soldiers can not waive entitlements.

b. The approving authority is the first commander who has reassignment authority over both the gaining and losing unit (USAREUR/7A Cir 614-3). Any reassignment which crosses UMC lines must be approved by 1st PERSCOM. Any reassignment which involves non-USAREUR/7A units must be approved by DA PERSCOM.

c. There is no time-on-station requirement at the old or new unit.

d. Soldiers do not accrue any entitlements to free home travel or Overseas Tour Extension Incentive Program benefits.

e. There is no restriction on the number of no cost moves which can be effected in a given fiscal year. However, a soldier can not be directed to make multiple no cost moves which result in the soldier arriving at a new permanent duty station which is not linked to the soldier's original permanent duty station (see Appendix G).

f. No cost moves may be voluntary or involuntary.

**Page 21, paragraph 6-1, Involuntary foreign service tour extension. Add subparagraphs h and i.**

h. Authority to approve involuntary FSTE in USAREUR/7A is restricted to DA PERSCOM, and, for involuntary FSTE under the provisions of subparagraph 6-1g, the servicing

personnel detachment. Commanders at all levels will establish controls to ensure that soldiers clear and depart upon DEROS.

i. Authority to disapprove requests for involuntary FSTE is delegated to the lowest level of the chain of command.

Page 22, paragraph 6.2, Voluntary foreign service tour extensions. Add subparagraph j, k, and l.

j. Authority to approve FSTE in USAREUR/7A is restricted to 1st PERSCOM/DA PERSCOM. Commanders at all levels will establish controls to ensure that soldiers clear and depart upon DEROS.

k. Requests for FSTE, must be received by 1st Personnel Command with a minimum of 90 days prior to the soldier's DEROS. This is to insure sufficient processing time so that soldiers do not stay in USAREUR past their original DEROS. Exceptions to this policy will be considered in emergency situations only.

l. Authority to disapprove requests for voluntary FSTE is delegated to the lowest level in the chain of command. Any commander may disapprove a request for voluntary FSTE. Once disapproved, the request will be returned through command channels to the soldier.